



EAST (INNER) AREA COMMITTEE

**Meeting to be held in the Civic Hall, Leeds on
Wednesday, 16th May, 2012 at 5.30 pm**

MEMBERSHIP

Councillors

M Ingham	-	Burmantofts and Richmond Hill
A Khan	-	Burmantofts and Richmond Hill;
R Grahame	-	Burmantofts and Richmond Hill;
A Hussain	-	Gipton and Harehills;
* A Taylor	-	Gipton and Harehills;
K Maqsood	-	Gipton and Harehills;
G Hyde	-	Killingbeck and Seacroft;
B Selby	-	Killingbeck and Seacroft;
V Morgan	-	Killingbeck and Seacroft;

Co-optees

Lizz Johnson	-	Richmond Hill Forum
Rod Manners	-	Killingbeck & Seacroft CLT
Phil Rone	-	Burmantofts Forum

*The Lord Mayor Revd A Taylor, Councillor for Gipton & Harehills, remains a member of the Area Committee, with voting rights, under the provisions of Sections 3 (1,2 and 3) of the Local Government Act 1972 until Annual Council on 21st May 2012 when the Lord Mayor for 2012/13 will be elected.

**Agenda compiled by:
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**Area Leader:
Rory Barke
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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

There are certain functions that are defined by regulations which can only be carried out at a meeting of the Full Council or under a Scheme of Delegation approved by the Full Council. Everything else is an Executive Function and, therefore, is carried out by the Council's Executive Board or under a Scheme of Delegation agreed by the Executive Board.

The Area Committee has some functions which are delegated from full Council and some Functions which are delegated from the Executive Board. Both functions are kept separately in order to make it clear where the authority has come from so that if there are decisions that the Area Committee decides not to make they know which body the decision should be referred back to.

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 24 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.(Time – 10 minutes)</p>	
7			<p>MINUTES</p> <p>To confirm as a correct record the minutes of the meeting held on 22nd March 2012</p> <p>(Copy attached)(Time – 5 minutes)</p>	1 - 10

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft;		<p>ELECTION OF AREA COMMITTEE CHAIR FOR THE 2012/13 MUNICIPAL YEAR</p> <p>To consider the report of the Chief Officer (Democratic and Central Services) on arrangements for the East Inner Area Committee to elect the Chair of the Committee for the 2012/13 Municipal Year, in accordance with the Area Committee Procedure Rules.</p> <p>(Report attached)(Time – 10 minutes)</p>	11 - 16
9			<p>DATES OF FUTURE MEETINGS</p> <p>To note the dates for future meetings of East Inner Area Committee for the 2012/13 Municipal Year: 21st June 2012; 6th September 2012, 18th October 2012; 6th December 2012; 7th February 2013; 21st March 2013 and 9th May 2013 (All meetings to be held on Thursdays at 5:30 pm)</p>	

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EAST (INNER) AREA COMMITTEE

THURSDAY, 22ND MARCH, 2012

PRESENT: Councillor G Hyde in the Chair
Councillors R Pryke, B Selby, V Morgan,
A Khan, R Grahame and K Maqsood

Apologies Councillor A Hussain and A Taylor

86 Chairs Opening Remarks

The Chair welcomed all present to the meeting and short introductions were made

87 Declaration of Interests

The following Members declared personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct:

Councillors A Khan, Morgan and Maqsood – all declared personal interests as Area Committee appointed members of the East North East ALMO Area Panel in relation to the Environmental Services SLA (minute 94 refers)

Councillor G Hyde and R Grahame – Welfare Reform Project Team – declared personal interests as members of the East North East ALMO Area Panel (minute 99 refers)

Councillor Morgan – Children's Services update – declared a personal interest as a Corporate Carer (minute 97 refers)

88 Apologies for Absence

Apologies for absence were received from Councillors A Hussain and A Taylor and from L Johnson, Richmond Hill Forum

89 Open Forum

In accordance with paragraphs 6:24 and 6:25 of the Area Committee Procedure Rules, the Chair allowed a member of the public to make a representation to the Committee:

Mr Paul Ratcliffe addressed the Committee on his desire to establish creative workshops within the EIAC area to encourage community links through residents' participation in area wide activities. Mr Ratcliffe highlighted his teaching/dramatic arts experience and the benefits he had gained from a similar programme run by West Yorkshire Playhouse when he was a teenager. He envisaged lessons (dance/theatre) being held on a rotation throughout the wards culminating in a festival/street theatre event and sought support for the project.

EIAC thanked Mr Ratcliffe for his submissions and encouraged him to forge close links with community activists to test support for the proposals; and in due course EIAC could consider an application for funding

90 Minutes

RESOLVED – That the minutes of the previous meeting held 2nd February 2012 be agreed as a correct record

91 Matters Arising

Minute 73 Open Forum (Richmond Court) – An update was provided on proposals to convert Richmond Court to Housing Association residential units. Although any proposals for community use would not progress, Councillor Gruen, Executive Member for Neighbourhoods, Housing & Regeneration, had expressed his support for the group who had sought to use Richmond Court and had agreed to find a suitable base for them. Members commented on the security and misuse of the building and the Chair requested the Area Leader pursue the relevant organisation to secure the building

92 Minutes of the Area Chairs Forum

RESOLVED – To note the contents of the report and the minutes relating to the Area Chairs Forum meeting held on 13th January 2012

93 Well Being Report

The East North East Area Leader submitted a report providing an overview of spending to date from the EIAC Wellbeing Budget. The report also detailed five new proposals seeking funding from the 2011/12 revenue budget and set out a spending plan for 2012/13 together with a number of new project proposals seeking funding.

Members noted the report that ENE Homes had agreed to fund a Community Payback Team to cover all ENEH managed greenspace and highways – in both Inner East and Outer East localities. The report set out a proposal that, as the ENEH team would duplicate some work outlined for the EIAC Probation Team, the savings made could be earmarked to fund an apprentice – subject to a detailed proposals being proposed at the next meeting by EIAC. The SLA would need amendment to reflect the new working arrangements. It was agreed that a schedule showing where Community Payback project works had been undertaken would be sent to all Members.

Members also considered the proposals to:

- top slice £3,000 from the new budget for a Community Engagement pot, as in previous years
- split the remaining £189k equally between the three wards (£63,072.75 each) to fund schemes which support the priorities within the Neighbourhood Improvement Plans and Community Charter
- reserve a small amount to create a Small Grants Fund and a budget for Crime & Grime Tasking in each ward

Members noted that EIAC informally shared its' Business Plan and spending decisions with ENEH Area Panel in order to encourage matchfunding and maximise scheme benefits and that a report formalising the joint funding arrangements would be considered by the Area Panel shortly. Officers confirmed that £50k per area committee (not £50k per ward) was set aside for joint funding initiatives.

Councillor Pryke expressed concern over the proposed three way equal split of the Community Engagement pot and requested EIAC reconsider the allocation. He believed wellbeing spending was the principle way in which LCC could target deprivation, and the declining super output area statistics within the Neighbourhood Index Profiles showed that the Burmantofts & Richmond Hill ward deserved additional resources. EIAC noted the request however, noting the similar statistics for Gipton & Harehills, was not minded to reduce the allocation for other wards.

Members then considered the applications for funding from the 2012/13 budget having regard to the locality priorities. Officers reported an amendment to paragraph 3:21 (funding of Summer Holiday Activities) to reflect the total request was £30,000 with £10,000 to be allocated equally to the three EIAC wards.

EIAC supported the proposal to ring fence an amount of £7.5 k to employ an apprentice and requested a further report on the appointment process and length of tenure

RESOLVED –

- a) To note the spend to date and current balances for the 2011/12 financial year, and to agree the spending plan for 2012/13 as set out in paragraphs 3:10 to 3:20 of the submitted report, including support for the proposal to fund an apprentice post
- b) To request a report on the details of the proposed apprenticeship scheme be presented to the next meeting
- c) That the following grants be awarded:

From the 2011/12 budget:

RHEA activities for elderly people	£987
Chapel FM (East Leeds FM)	£5,500
Gipton South Community Centre furniture	£2,500
Kitchen at Henry Barren Community Centre	£4,000
Fearnville Football Project	£1,049

From the 2012/13 Budget

Harehills Mini Olympics	£1,886
Youth Service Tradex Sports Project	£3,000
Harehills DPPO	£4,000
Lark in the Park	£1,000
Killingbeck & Seacroft Gala	£1,500
Gipton Gala	£1,000
Oz Box	£2,356
Summer Holiday Activities	£30,000
(with all 3 wards awarding £10k each)	
Harehills Bin-yard project	£2,000

(Under the provisions of Council Procedure Rule 16:5 Councillor Pryke required it to be recorded that he abstained from voting on the matter relating to the equal split of the Community Pot Fund between the three EIAC wards)

94 Environmental Services - Consultation of the 2012/13 Service Level Agreement

The Director of Environment & Neighbourhoods submitted a report on the services to be added to the Locality Team's portfolio and included in the Service Level Agreement (SLA). Approval was also sought for the establishment of Environmental Improvement Zones (EIZ) within the priority neighbourhoods which would allow a more targeted approach to be developed and included within the SLA. The report also highlighted the likely impact of the Queen's Jubilee and Olympic events on service delivery. Members' views on local priorities were sought.

John Woolmer, Manager of Street Cleansing & Enforcement; and Hayley Thackwray, Service Manager (Environmental Services) attended the meeting to present the report. Last years achievements included the improved relationship between the Service, EAC and local residents; the introduction of service "capacity days" and the installation of 30 litter bins. New services would include responsibility for gulleys, ginnels, graffiti, needles and dog wardens. EAC noted that provision of these additional services had been accounted for within existing budget resources. Support was sought for the creation of small teams to tackle the environmental issues within the EIZs.

EAC discussed:

- Bin and ginnel mapping. It was noted that bin mapping could be undertaken in the EIZ areas as a starting point to roll out environmental improvements. An area wide map would be included within the SLA. A ginnel map had previously been provided.
- Comments reporting the success of the local approach to tackling dog fouling in East End Park
- Lack of communal recycling bins in some areas. It was noted that the Service was not responsible for these but that the comment would be reported to the relevant officer
- Whether any of the 40 identified sites for the national £0.5m "Blight Fund" were in the EAC area – this to be reported back
- Whether resources/service team staffing were equable in every wedge

(Councillor Khan withdrew from the meeting for a short while at this point)

- The comments regarding the impact of annual leave on service provision amongst the manual litter picking team were noted.

EAC commended the officers on the achievements so far and it was noted that discussions would continue with local ward Councillors on the impact of and preparations for the Jubilee and Olympic celebrations due to the time constraints.

RESOLVED –

- a) To note the addition of further services to the delegation to the Locality Team as approved by Executive Board on 10 February 2012
- b) To agree the development of the new SLA for 2012/13, to be brought to the June meeting for approval based on the newly delegated elements, additional delivery capacity, responses to Olympic and Queen's Jubilee events and refreshed Member and Area Committee local priorities

- c) To approve the establishment of new Environmental Improvement Zones within the EIAC priority neighbourhoods as indicated in Appendix B of the submitted report

95 Actions and Achievements Report

The ENE Area Leader provided an overview of work undertaken in the Inner East during 2011/12 by the Area Support Team and updating EIAC on the latest Neighbourhood Index Profiles and the emerging priorities to be tackled through the NIPs for 2012/13. The Neighbourhood Managers attended the meeting and highlighted the key achievements in each neighbourhood for 2011/12, including the work done to reduce crime, to tackle environmental issues, to support job seekers and vulnerable people.

- Burmantofts & Richmond Hill - Sarah May, (Neighbourhood Manager) additionally highlighted the partnership working established to roll out the “steps to work” course and the results of a survey undertaken in the community revealing residents’ concerns as being worklessness; improving the environment; reduction in crime, health & wellbeing and increase in community confidence
- Killingbeck & Seacroft - Joanne Buck (Neighbourhood Manager) also reported on the success of the “don’t sit on the fence” relating to stolen goods and the priorities for next year as being reducing crime and worklessness and supporting the vulnerable
- Gipton – Joanne Buck (Neighbourhood Manager) highlighted the work done with the community to identify the perpetrators of crime and/or anti social behaviour and reassurance visits undertaken with victims of crime within 6 months. The residents survey results showed the priorities for next year remained reducing crime and anti social behaviour, worklessness, supporting vulnerable families, reducing the number of low income families and increasing community cohesion
- Harehills – Carly Grimshaw (ENE Area Assistant) reported on the work undertaken to support the creation of a Designated public Places Order in Harehills to restrict consumption of alcohol in public places and the planned Opportunities Fair to be held on 29 March 2012
- Additionally, Station Commander T Head reported WYFRS had completed 2500 fire safety checks in 2011 and anticipated 2800 this coming year

EIAC further discussed

- The opening of Richmond Hill Job Shop and whether a facility was proposed for Lincoln Green, noting the difficulties Lincoln Green residents would have using public transport to access this Job Shop. EIAC noted that provision of a Job Shop in Lincoln Green was part of the Action Plan. Partners were committed to the scheme however an ICT suite need to be secured
- Chapeltown & Harehills Forum – one member commented that several community groups had not been aware of the Forum. EIAC noted the response that C&H Forum had not yet been established, but was an ambition of local ward Councillors.
- The establishment of Harehills CLT proposed for June 2012

- One Member reported that some Burmantofts residents had not been aware of the events mentioned in the report. It was agreed that the suggestion that advertisements for events should be more widespread would be reported to the relevant Area Panel

Members commended officers on the work undertaken so far and

RESOLVED –

- a) That the contents of the report and the comments made by EIAC be noted
- b) That the Neighbourhood Improvement Plans for 2012/13 be endorsed for implementation

(Councillor Pryke withdrew from the meeting for a short while at this point)

96 Adult Social Care - Proposal to develop Integrated Health and Social Care Teams

The Director of Adult Services submitted a report on the development of integrated health and social care teams and the creation of three “demonstrator sites” to test this approach to health and social care services. John Lennon, Chief Officer Access & Inclusion, attended the meeting to present the report. EIAC welcomed the multi-service approach which would avoid duplication of service provision and benefit both the patients and service providers

RESOLVED – To note the contents of the report and to request that further updates on the progress of the demonstrator sites be provided in due course

97 Children's Services Update - Children's Services Performance Report to Area Committees

The Director of Children’s Services provided an update on the key developments taking place within Children’s Services and a performance update against the priorities of the Leeds Children and Young Peoples Plan (CYPP).

Steve Walker, Deputy Director, Safeguarding, attended the meeting to present the report and he highlighted the key challenges ahead as promoting a child friendly city and the pledges at the heart of the Leeds Education Challenge. It was noted that the Children’s Social Work teams had commenced locality based working on 5 March 2012.

Members noted the resources required to support looked after children and the comment made by Councillor Morgan in her capacity as a corporate carer regarding the length of time for basic repairs to be undertaken in residential Homes. EIAC discussed the following:

- the number of looked after children in the EIAC area and the subsequent impact on the community
- cluster level services will support children before the point a child needs to be looked after, as evidenced in the recent reduction in the number of referrals. Early intervention and access to the right services and contact with the child’s wider family were essential to providing a successful support network.

- the role of Child Protection Plans and the multi agency approach that requires
- the need for all schools, including Academy status schools, to provide attendance data. Members highlighted the fact that all Roman Catholic Secondary Schools in the area were due to become Academies

Members also suggested that play spaces mapping should be undertaken as some children living in the more densely populated areas often were not aware of the nearest usable play space. It was noted that Children's and Leisure Services would have to liaise on this matter and ward Councillors agreed to assist.

RESOLVED –

- a) To note the contents of the report
- b) To note the comments made on the type and extent of performance information provided, including the reporting schedule included at Appendix 1

98 LDF Core Strategy - Publication Document

EIAC considered the report of the Director of Development on the Local Development Framework (Publication Draft) which was approved by Executive Board on 10 February 2012 for public consultation. The document was presented to EIAC as part of the consultation process. The Core Strategy took a district wide approach to planning for the homes and jobs Leeds' communities required, in a sustainable manner.

(Councillor Morgan withdrew from the meeting for a short while at this point)

Members commented that regeneration could be hindered by a concentration of a certain type of housing in particular neighbourhoods/streets. EIAC identified the pressures added to community support networks/services and infrastructure through the conversion of houses to flats. It was felt that conversion of some house types in certain neighbourhoods was unsuitable and the Core Strategy should aim to address this.

Officers responded that the Policy H6 dealt with Houses in Multiple Occupation generally to ensure there was no over concentration of HMO's. A further Policy Document concentrated on preserving the character of an area - but that supplementary Guidance Documents would provide the detail on how to approach specific issues

RESOLVED –

- a) That the contents of the report be noted and the comments made by Members regarding flat conversions and the impact on the character and sustainability of an area be noted
- b) That the request for formal comments on the soundness of the Core Strategy document to be submitted on a Core Strategy Comments Form (included at Appendix 1) be noted

(Councillor Selby left the meeting at this point)

99 Welfare Reform Project Team - East North East Welfare Reform Project Team

The ENE Area Leader submitted a report summarising the main issues arising from the Welfare Reform programme and an update on the work undertaken within the ENE area in preparation for the changes due to come into effect in April 2013.

EIAC noted a comment made by Councillor Grahame that elected Members should be provided with a dedicated contact number for advice on the changes to the welfare system and it was agreed that this would be forwarded to the Strategic Group to progress. Councillor Grahame also tabled copies of an article published in the Municipal Journal on 2nd June 2011 entitled “£500m black hole looms over 2013 benefit change”

RESOLVED –

- a) To note the progress made in the locality to develop an action plan to mitigate the impact of the welfare reform changes to come into force in April 2013
- b) To note the comments made on the work undertaken so far
- c) To support the development of a communication strategy to underpin the work of the city wide strategy and focussing on the need of the residents within the ENE area
- d) To note the action taken to support customers affected by the welfare reform
- e) changes which came into effect in January 2012

100 Update on Leeds Citizens Panel

The ENE Area Leader presented a report providing an update on the Leeds Citizens Panel. The Chair expressed the Committees’ disappointment over the level of uptake but noted that proposals were being drawn up to increase public interest in the Panel

RESOLVED – To note the contents of the report

101 Area Committee Forward Plan 2012/13

EIAC considered the report of the ENE Area leader setting out a schedule of reports expected to be presented to the Committee during the 2012/13 Municipal Year

RESOLVED – To approve the contents of the forward plan for the 2012/13 Municipal Year

102 Dates Times and Venues of Area Committee Meetings for the 2012/13 Municipal Year

The Chief Officer, Democratic and Central Services, submitted a report seeking approval for the proposed meeting dates for the 2012/13 Municipal Year and requesting comments on the venue and timings of the meetings

RESOLVED –

- a) To agree the dates of EIAC meetings for the 2012/13 Municipal Year as follows (All meetings to be held on Thursdays and commence at 5.30 pm):
21st June 2012; 6th September 2012; 18th October 2012; 6 December 2012; 7th February 2013; 21st March 2013 and 9th May 2013

- b) To hold the October; December and February meetings in the Civic Hall
- c) To agree to hold the June; September and March meetings in a location to be determined within each of the wards

103 Date and Time of Next Meeting

RESOLVED – To note the date of the next meeting as Wednesday 16th May 2012 with an amended start time of 5.30 pm

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Report of Chief Officer (Democratic and Central Services)

Report to East Inner Area Committee

Date: 16th May 2012

Subject: Election of Area Committee Chair for the 2012/2013 Municipal Year

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If relevant, name(s) of Ward(s):</i> <i>Burmantofts & Richmond Hill; Gipton & Harehills; Killingbeck & Seacroft</i>		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>If relevant, Access to Information Procedure Rule number:</i> <i>Appendix number:</i>		

Summary of main issues

1. Area Committee Procedure Rules require that the Chair of each Area Committee will be elected from amongst the City Councillors eligible to serve on that Committee.
2. Following the closure of nominations for the position of Chair, and prior to the Annual Council Meeting, Area Committees are required to meet to elect a Chair for the forthcoming Municipal Year.
3. Therefore, the Area Committee is recommended to elect a Chair for the 2012/2013 Municipal Year, from amongst the nominations which have been received. The Area Committee will be informed at the meeting of the nominations which have been received for the position of Chair.

Recommendations

4. Members of the Area Committee are recommended to elect an Area Committee Chair for the 2012/2013 Municipal Year, from amongst the nominations which have been received.

1 Purpose of this report

- 1.1 The purpose of the report is to explain the arrangements for the annual election of Chairs for Area Committees and that in line with this process, to recommend that the Area Committee elect a Chair for the 2012/2013 municipal year.

2 Background information

- 2.1 Article 10 of the Council's Constitution sets out the composition, functions and role of Area Committees.
- 2.2 Paragraph 5 of the Area Committee Procedure Rules deals with the process by which Chairs for Area Committees are elected. (Attached as **appendix 1**)

3 Main issues

- 3.1 The Area Committee Procedure Rules state that the Chair of each Area Committee will be elected from amongst the City Councillors eligible to serve on that Committee.
- 3.2 Each Political Group with Members elected within an Area Committee's boundary may submit a nomination from amongst Members on the Area Committee to Chair that Committee, via the Group Whip. An independent Member may also put forward a nomination.
- 3.3 The deadline for the submission of nominations for the position of Chair was 5.00pm on Wednesday, 9th May 2012. The Area Committee will be notified at the meeting of the nominations which have been received, prior to the election taking place.
- 3.4 The Procedure Rules state that following the closure of nominations and before the Annual Council Meeting, Area Committees will meet to agree the election of Chair for the forthcoming Municipal Year.
- 3.5 The Chair will be elected by an overall majority of first votes cast by those Members eligible to do so and present at the meeting. The Member presiding at the meeting as Chair will have no second or casting vote. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.
- 3.6 Where an overall majority of votes cannot be obtained, or it is not possible to hold or convene a quorate meeting of the Area Committee, or for any other reason a decision is not possible in advance of the Annual Council Meeting, then the appointment will be made at the Annual Council Meeting.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 All Group Whips have been given due notice of the deadlines relating to the submission of nominations for the position of Area Committee Chairs, and have been provided with details of the process.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 There are no specific implications relating to equality and diversity or cohesion and integration arising from this report.

4.3 Council policies and City Priorities

4.3.2 Operational and effective Area Committee meetings, which facilitate a widely accessible but robust decision making forum are in line with the Council's Policies and City Priorities. In order for such meetings to take place, an eligible City Councillor must be properly elected to the position of Area Committee Chair.

4.4 Resources and value for money

4.4.3 There are no direct resource implications arising from the submission of this report to the Area Committee.

4.5 Legal Implications, Access to Information and Call In

4.5.4 This report is not subject to Call In, as the decisions being taken fall within the Committee's Council Functions.

4.5.5 The process summarised above regarding the election of Area Committee Chairs is in line with the Area Committee Procedure Rules.

4.6 Risk Management

4.6.6 There are no risks directly arising from the submission of this report to the Area Committee, however, not electing a Chair for the 2012/13 municipal year at this meeting will mean that the matter is resolved at the Annual Council Meeting.

5 Conclusions

5.1 The Area Committee Procedure Rules state that the Chair of each Area Committee will be elected from amongst the City Councillors eligible to serve on that Committee, and that between the closure of nominations (5.00pm, 9th May 2012) and the Annual Council Meeting (6.00pm, 21st May 2012), the Area Committee will meet to agree the election of Chair for the forthcoming Municipal Year. The Committee therefore is recommended to elect a Chair at this meeting for the 2012/2013 Municipal Year, from the nominations which have been received.

6 Recommendations

6.1 Members of the Area Committee are recommended to elect an Area Committee Chair for the 2012/2013 Municipal Year, from amongst the named nominations which have been received.

7 Background documents¹

7.1 Area Committee Procedure Rules

7.2 Article 10 of the Constitution – ‘Area Committees’

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

5.0 ELECTION OF CHAIR

5.1 The Chair of each Area Committee will be elected, from amongst the City Councillors eligible to serve on that Committee.

5.2 Each political Groups with Members elected within an Area Committee area may put forward a nomination from amongst Members on the Area Committee to Chair the Area Committee. An Independent Member may also put forward a nomination.

5.3 All nominations must be notified to the Head of Governance Services 1 clear working day prior to the issue of the Summons for the Annual Council Meeting. The Head Of Governance Services will give appropriate notice to whips and Independent Members of this deadline.

5.4 Following the closure of nominations, and before the Annual Council Meeting, Area Committees will meet to agree the election of Chair for the forthcoming Municipal Year.

5.5 The Chair will be elected by overall majority of first votes cast by those Members eligible to do so and present at the meeting, the member presiding at the meeting will have no second or casting vote. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.

5.6 All agreed appointments will be reported to the Annual Council Meeting.

5.7 Where an overall majority of votes cannot be obtained, or it is not possible to convene, or hold, a meeting of the Area Committee, or, for any other reason a decision is not possible in advance of the Annual Council Meeting, the Annual Council Meeting will appoint the Chair.

5.8 Where it has not been possible to hold a meeting of the Area Committee and the Annual Council Meeting is required to consider more than one nomination for the position of Chair, the Chair will be elected by overall majority of votes cast by those Members of the Area Committee eligible to do so and present at the Council meeting. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.

5.9 Where an overall majority of votes cannot be obtained by votes cast by those Members of the Area Committee eligible to do so and present at the Council meeting, the vote will be widened to include all Members of Council. The nominee with the overall majority of votes cast by members of Council will be appointed as the Chair of the Area Committee.

5.10 Where it has not been possible to hold a meeting of the Area Committee and the Annual Council Meeting is required to consider an unopposed nomination for the position of Chair, the unopposed nominee will be elected by the Council.

5.11 Where Council has made an appointment of Chair of an Area Committee the decision will be reported to the relevant Area Committee.

⁵ A nomination from a political group must be forwarded by a Whip

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